



HEADQUARTERS, UNITED STATES FORCES, KOREA

UNIT #15237
APO AP 96205-0010

REPLY TO
ATTENTION OF:

FKCC

15 APR 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Forces, Korea (USFK) Civilian Employees Appreciation Week

1. Civilian employees are an integral part of our USFK Team. Within the Republic of Korea, our US and Korean civilian employees have consistently contributed to the success of our mission through their accomplishments and dedicated service. To recognize the many contributions of our civilian employees, the week of 13-17 September 2004 is designated as USFK Civilian Employees Appreciation Week.
2. During this week, it is particularly important that our employees throughout USFK receive appropriate recognition for their contributions. Join me in showing our high regard by promoting award ceremonies and other forms of acknowledgment. Area commanders should consolidate the recognition activities of commands and tenant units in each community in order to bring greater visibility to USFK Civilian Employees Appreciation Week events.
3. In addition to the recognition events in your local communities, a USFK Employees of the Year Awards Ceremony will be held on 17 September 2004. The ceremony will honor employees selected from among nominations you submit.
4. The USFK Civilian Employees Appreciation Week, your local recognition activities, and the USFK Awards Ceremony provide a command-wide focus on the mission accomplishments of our civilian work force. I hope to see broad participation by senior management officials in recognizing our civilian employees and look forward to your full cooperation.

LEON J. LAPORTE
General, US Army
Commander

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